

**TOWN OF SILT  
REGULAR PLANNING AND ZONING COMMISSION MEETING  
July 1, 2025 – 6:30 P.M.  
HYBRID MEETING**

The Silt Planning and Zoning Commission held their regularly scheduled meeting on Tuesday, July 1, 2025. The meeting was called to order at 6:30PM.

**Roll call**

**Present**

Chair Lindsey Williams  
Vice Chair Michael Bertaux  
Commissioner Jennifer Ghigiarelli  
Commissioner Justin Anderson  
Alternate Dana Wood  
Alternate Jack Ehlers

**Absent**

Commissioner Eddie Aragon

**Also present:** Community Development Director, Nicole Centeno; Town Clerk, Sheila McIntyre

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**Pledge of Allegiance**

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**Public Comment**

There was no public comment

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**Consent Agenda**

1. Minutes of the June 24, 2025 Planning & Zoning Commission meeting.

Alternate Wood made a motion to approve the meeting minutes on the consent agenda, seconded by Vice-Chair Bertaux. The motion to approve the consent agenda carried unanimously.

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**Conflicts of Interest**

There were no conflicts of interest.

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**Agenda Changes**

Director Centeno stated that there was an agenda change, as Clerk McIntyre was present and available to swear in the newly appointed Planning and Zoning Commissioners.

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### **Newly Appointed Commissioners- Oath of Office Ceremony**

Chair Williams welcomed the new Commissioners, Jennifer Ghigiarelli and Jack Ehlers. She also congratulated the returning Commissioners, Eddie Aragon and Justin Anderson.

Clerk McIntyre was then able to facilitate the Oath of Office Ceremony for Commissioners Ghigiarelli, Ehlers and Anderson. Commissioner Aragon completed his Oath of Office at a later date.

Chair Williams requested that Director Centeno explain the voting abilities of the Commissioners, given the new additions.

Director Centeno specified the following:

Chair Lindsey Williams- Leads the Commission and is always a voting member

Vice Chair Michael Bertaux- Leads the Commission in Chair Williams absent and is always a voting member

Commissioner Eddie Aragon- Is always a voting member

Commissioner Jennifer Ghigiarelli- Is always a voting member

Commissioner Justin Anderson- Is always a voting member

Alternate Dana Wood- Only votes if a voting member is absent. Ms. Wood is the 1<sup>st</sup> Alternate

Alternate Jack Ehlers- Only votes if two voting members are absent, or if one voting member is absent and Alternate Wood is absent. Mr. Ehlers is the 2<sup>nd</sup> Alternate

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### **River Trace, Lot 2, Site Plan Review Amendment**

Director Centeno introduced the application, stating that the proposal was the 3<sup>rd</sup> amendment to the Site Plan. She explained that the amendment would include the addition of 16 parking spaces, taking the project total from 123 spaces to 143 spaces. The proposed additional parking is the direct result of the Commission, disclosing to the developer, at the previous Site Plan Amendment, that there have been many complaints about insufficient parking spaces, from the folks that live within the River Trace development.

There is also an element of Lot Line Adjustment, which is typically administrative. Given that the additional parking is contingent upon the adjustment, both were presented at the meeting.

Director Centeno completed her report and recommended that the Commission approve the application and attached Resolution.

Alternate Wood clarified the accessibility of the land affiliated with the Lot 3 being, which was proposed to be conveyed to Lot 2. Centeno confirmed that the piece of land being conveyed is land-locked and only accessible through Lot 2, as there's a fenced irrigation ditch preventing access from Lot 3.

Vice-Chair Bertaux inquired as to how many more spaces would be needed, to bring the development up to current parking requirements. Centeno answered that the development would need roughly 22.5 spaces. She further explained that the applicant met the Town's parking requirements at the time of the original application. The code has since changed, however, the applicant is adding parking, based on demand and feedback, not because it's required.

Commissioner Ghigiarelli asked for clarification on permitting parking process. Mr. Hatle explained the process and confirmed that it was managed and enforced by the Property Professionals.

Mr. Hatle then gave a brief update on how well the development was coming along. Most units are rented and there are two buildings left to C.O.

Chair Williams asked if there was any commercial aspect to the community building. Mr. Hatle confirmed that the building was an amenity to the River Trace community only.

Alternate Wood questioned if there was a contingency plan for overflow parking. Director Centeno clarified that the goal of the application was to add additional parking spaces, but that the development was already approved, permitted and a done deal.

Chair Williams asked for additional clarification on what the Commission can reasonably request from the applicant, as far as requiring more parking. Director Centeno stated that the Commission has four options. They can approve the application, approve the application with conditions, continue the application or deny the application. Director Centeno then explained that realistically, the applicant is not required to add additional parking. If the Commission demands more, the applicant can walk away and not add any. She also explained that the development is built out, there is no additional space on Lot 2, to reconfigure parking. What the applicant has proposed, is the remainder if what will fit and even that requires conveying land from Lot 3 and easements from Lot 1. The Town can't put a condition that developer acquire additional land, to add more parking. The Town can encourage the developer to continue to add parking. Centeno believes the application to be good faith effort on the developer, to proactively add additional parking.

Chair Williams then thanked the applicant for their efforts to mitigate the parking issues. Mr. Hatle expressed that he would continue to work on adding parking spaces, if he could acquire land from an adjacent parcel.

Alternate Ehlers applauded Mr. Hatle and his team for continuing to work on the parking issue, when not required to do so. He expressed support for the application.

Chair Williams opened Public Comment at 7:09pm. There were no comments. The Public Comment was closed at 7:10pm.

Commissioner Ghigiarelli made a motion to approve the River Trace, Lot 2, Site Plan Amendment and Resolution PZ-2, Series of 2025, with the conditions in the staff report and spoken during the meeting. The motion was seconded by Alternate Wood. The motion passed unanimously.

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## **Noise Ordinance**

Director Centeno described the time and effort that has been put into the noise ordinance. She explained that the code committee met twice and that there was a lot of research that took place on decibel levels and best practices.

She further explained the redlined changes, pointing items such as decibel levels and where the measurement is taken from.

Alternate Ehlers expressed concern over not adding quiet hours to the code, as he believed that was the timeframe in which more complaints would be received. He also stated that a lawn mower is at 80 decibels. Director Centeno did explain that the measurement is taken at the complainant's property line, which decreased the decibel reading. The lawnmower may read at 80, when your standing next to it, but she stated that it will read 50 at the neighbor's property line.

Director Centeno then encouraged the Commission to continue to ask questions and give feedback, as the code committee spends time picking apart the code re-writes, however, not everyone sees through the same lens. She explained that there are many steps to the re-writes, as the Town wants to ensure that the codes are written in a manner that benefit the community.

Vice-Chair Bertaux added that Chief Kite was also included in the committee meetings, as it was a crucial element to have the Police Department give feedback.

Alternate Wood requested to add idling of semi-trucks and trailers. She expressed that it's an issue where she lives. Director Centeno stated that she would look into this concern.

Chair Williams inquired as to whom serves on the committee. Director Centeno answered that the following members serve on the Code Committee; Manager Mann, Clerk McIntyre, Pro-Tem Hanrahan, Trustee Classen, Vice-Chair Bertaux and herself. Then if warranted, other people may be asked to join a conversation, such as Chief Kite, when relevant to the topic.

There was still a consensus of concern that decibels for quiet hours needed to be added. Commissioner Anderson gave another view point of needing to provide discretion and flexibility to the police department to enable education and soft-touch first contact.

After further discussion, the Commission recommended approval of the code, to the Trustees, with the request for more discussion regarding decibels for quiet hours and idling vehicles.

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### **Appointment of Commission Chair**

Director Centeno explained that Silt Municipal Code, Section 2.16.080, reads as follows:

*The commission shall elect its chairman and vice-chair from among the non-ex officio members, and shall create and fill such other of its offices as it may determine. The terms of the chairman and vice-chair shall be one year, with eligibility for reelection. Selection of officers shall take place in July of each year or the next scheduled meeting or if a resignation warrants the position to be filled.*

She stated that both the Chair and Vice-Chair needed to be appointed annually, during the July meeting.

Chair Williams opened the conversation to her fellow Commissioners, posing the question if everyone was happy in their current role. Everyone agreed that the current roles were working well.

Alternate Wood made a motion to appoint Lindsey Williams to remain as the Planning Commission Chair. The motion was seconded by Vice-Chair Bertaux. The motion passed unanimously.

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### **Appointment of Commission Vice-Chair**

Chair Williams made a motion to appoint Vice-Chair Bertaux to remain as the Planning Commission Vice-Chair. The motion was seconded by Alternate Wood. The motion passed unanimously.

Alternate Wood recommended moving the Chair and Vice-Chair appointments to 2-year terms. The Commission all agreed and Director Centeno confirmed that Staff would add that amendment to the ordinance.

Chair Williams asked for clarification as to whether or not there are term limits for Commissioners or Trustees. Alternate Wood and Chair Williams would like to see term limits in the future. Alternate Wood stated that she would like to further discussion term limits for Trustees, but not necessarily the Commissioners.

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### **Planners Report**

Director Centeno gave an overview of upcoming projects and events.

Alternate Ehlers asked about booth rental fees and Director Centeno clarified that the Town doesn't charge booth rental fees for Town events. She also clarified that moving vendors to events, rather than a market had proven to be successful.

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### **Commissioner Comments**

Alternate Wood inquired about where the Housing Needs Assessment was in process. Director Centeno clarified that the assessment was complete and that Town Staff was taking steps to move to the next step of re-writing the Comprehensive Plan and Municipal Code.

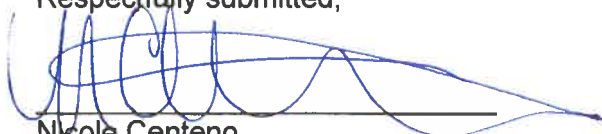
Commissioner Ghigiarelli thanked Public Works for their speedy repair of the water main break next to her house.

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### **Adjournment**

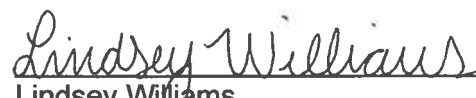
Vice-Chair Bertaux made a motion to adjourn the meeting; seconded by Chair Williams. The meeting adjourned at 8:21P.M.

Respectfully submitted,



Nicole Centeno  
Community Development Director

Approved by the Planning Commission



Lindsey Williams  
Chair